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Academic Council Meeting Agenda and Minutes, March 7, 1989

Alphonso L. Smith

Wright State University - Main Campus

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Wright State University
Dayton, Ohio 45435

TO: Members of Academic Council and University Faculty

FROM: Alphonso L. Smith, Faculty Vice President 

SUBJECT: Agenda for Academic Council Meeting on Tuesday, March 7, 1989, 3:30 p.m., 155 A, B, & C--University Center

- I. Call to Order
- II. Approval of Minutes of February 7, 1989
- III. Report of the President: Paige Mulhollan
- IV. Report of the Steering Committee: Alphonso Smith
- V. Report of Standing and Ad Hoc Committees
 - A. Student Affairs: Fran Landers
 - B. Building & Grounds Utilization & Planning: Carl Maneri
 - C. Curriculum: Charles Funderburk
 - D. Faculty Affairs: Manley Perkel
 - E. Library: Rudy Fichtenbaum
 - F. University Budget Review Committee: Jeanne Ballantine
- VI. Old Business
 - A. Policy on Transfer Credits: Charles Funderburk--Curriculum Committee
- VII. New Business
 - A. *Readjustment in Constituency Representation on Academic Council: James Swaney, Chair, Calendar & Elections--Attachment A
 - B. Quadrennial Review Committee - Draft of Final Report: James Walker--Attachment B
- VIII. Announcements and Special Reports
 - A. Call for Candidates for Faculty Vice President
 - B. Enrollment Management: Lillie Howard
 - C. Academic Council, 3:10 p.m., Monday, April 3, 1989, 155 A, B, & C, University Center
- IX. Adjournment

*A suspension of the rules will be asked to allow a vote to be taken on this item of business.

/dc

ACADEMIC COUNCIL
MINUTES

March 7, 1989

- I. The meeting of March 7, 1989, was called to order by Alphonso Smith, Vice-President of the University Faculty, at 3:30 p.m., in 155 A, B, & C University Center.

Present: S. Baucher, J. Blair, D. Carlson, M. Dunn, C. Funderburk, C. Hathaway, R. Hiskey, R. Kaczmarek, H. Khamis, D. Kirkhart, P. Lauf, R. Millman, P. Mulhollan, C. Nathanson, T. Payne, M. Perkel, W. Rickert (Parliamentarian), J. Rudisill, J. Sayer, R. Siferd, M. Sirkin, A. Smith

Absent: L. Arlian, J. Ballantine, S. Bembry, J. Brandeberry, K. Burnett, P. DeClaire, R. Fichtenbaum, J. Fortman, R. Fox, F. Gies, R. Hetherington, M. Kapp, M. MacDonald, R. Speers, G. Sturm.

- II. A motion was made, seconded, and passed to approve the February minutes as distributed.

III. Report of the President, Paige Mulhollan reporting:

- A. University Closed - Snow Day. The University was inundated with calls on Monday, March 6, 1989, when it was forced to close until noon because of severe weather conditions. All of the day classes were cancelled, but the evening classes were held. The motivation for holding the evening classes was because the Winter Quarter Monday evening classes were already scheduled to be two classes less than the other evening classes during the quarter due to the Martin Luther King holiday and the fact that the first day of the quarter began on a Tuesday. To have cancelled evening classes on this snow day (particularly those scheduled to meet only once a week), the last week before final examinations, would have been ruinous to the academic quality of some of those courses. Consequently, unless there is an officially declared emergency by the public safety authorities, evening classes will not be cancelled, regardless of the weather.

B. University Budget - Student Tuition and Salary Compensation.

The Salary Subcommittee of the University Budget Review Committee recommended a 6% salary increase for all faculty and staff with the University continuing its current level of coverage for health benefits, a matter which will cost the University between \$600-\$800 thousand, which is an additional 2%.

Recommendations to the Board of Trustees: President Mulhollan reported that he currently intends to recommend the following to the Board of Trustees at its meeting later this month:

1. Tuition Increase: If the governor's budget is passed as proposed, a 12% tuition increase will be recommended.

If the legislature adds between \$75-\$160 million for the biennium to the governor's budget, a 9% tuition increase will be recommended.

If the legislature adds an excess of the above figure, a tuition increase of 6% will be recommended.

2. Health Benefits: It will be recommended that employees participate, on a percentage basis, in responsibility for family and individual health benefits coverage. This year the University will make an effort to pick up, by an across-the-board payment to all employees, the amount of that participation. Although the details are not worked out in final form, it is the University's intention to have this in effect by July 1.

IV. Report of the Steering Committee, Alphonso Smith reporting:

- A. National Faculty Exchange. The Steering Committee has recommended to the Vice President of Academic Affairs that Wright State University participate in a national faculty exchange which is a membership network of colleges and universities throughout the United States and Canada, as well as some governmental agencies. This would allow for various faculty at participating universities to exchange, for a quarter or so, with other participating institutions to reinvigorate the persons, the system, and the member institutions.
- B. WSU - Smoke-Free Environment. James Sayer, Rudy Fictenbaum, and James Swaney have been appointed to represent the faculty on a committee that is to take steps to make WSU a smoke-free environment. The committee, chaired by Lorna Dawes, will report its findings this summer.
- C. Transfer Credit. Transfer credit will be discussed today under old business.
- D. Adjustment of Constitutency Representation on Academic Council. This item will be discussed today under new business.
- D. Nominations for Faculty Vice-President. The Steering Committee is calling for nominees for the faculty vice-president. The Steering Committee will be meeting on March 13 to make nominations for this office.
- E. Standing Committee Appointments. The following persons have been appointed to standing committees: David Grossie, Science & Mathematics representative on the Academic Computer Committee, and Jane Evans, School of Nursing representative on the Parking Services Committee.

- F. Committee Union Appointment. E. Spanier and J. Neiman requested the Steering Committee to consider a special nominee from the union be appointed to the Parking Services Committee. After careful deliberation the committee decided against the appointment because to do so would be setting an undesirable precedence. The union will be advised as to the proper procedure to have its wishes made known through its regular representative.

Enrollment Management. The Steering Committee has taken up the issue of enrollment management and strongly endorses the survey that is being published by Lillie Howard and the Office of the University Faculty. L. Howard will report on enrollment management in today's meeting under special reports.

- H. Quadrennial Review Committee. The Quadrennial Review Committee will present a draft of its final report under new business today.

Discussion: Copyright Policy. Charles Hathaway announced that a Copyright Committee will be formed to review the current state of the law and the copyright policy statement that exists on the campus to see if a brochure needs to be republished.

V. Report of Standing and Ad Hoc Committees:

- A. Student Affairs, Alfonso Smith reporting for Fran Landers.

1. Academic Mediation Policies. The collection from every academic unit on their procedure for appealing a grade is almost complete and the committee is pleased to report that on initial examination each unit appears to be incorporating the guidelines passed last year by Academic Council. A final report will be presented after all unit policies have been collected and examined.
2. Drop Date/Withdrawal Date Issue. The initial data from student information systems indicates there is not much change in class size between the 14th day of the quarter and the final day of the quarter. This seems to indicate that the opportunity to withdraw in the eighth week is not being exercised by many students; thus, the withdrawal date in the eighth week does not seem to be a major problem. The committee continues to work with Wayne Peterson to look at student drop activity by level (e.g., 100, 200, etc.) and by class within departments.

3. Closed Class Issue. The initial data from student information systems shows that on an average 30% of the classes during Fall 1988 were closed. This was based on a range of 7% in Nursing to 55% in Business. The committee is continuing to look at these data by level, by college and by department. Wayne Peterson is also collecting data during Spring 1989 on what classes close, when they close, and if they reopen and then reclose.

Discussion: President Mulhollan indicated the statement concerning the size of the classes between the 14th day and the final day of the quarter may be erroneous. According to his information, 30% of all drops took place in the eighth week which would make a big difference in the size of the classes from the 14th day to the final day of the quarter. R. Kaczmarek explained that according to F. Landers' information, 70% of drops do not occur in the last week. There is no statistical evidence that states anything about the eighth week at all because there are no numbers. There are procrastinating students who will drop in the last week no matter when it is scheduled. A. Smith stated that this issue will be studied by the Enrollment Taskforce Committee.

B. Building & Grounds Utilization & Planning. No report.

C. Curriculum, Charles Funderburk reporting:

The University Curriculum Committee has deleted 25 course inventory requests (all from WSU-Lake Campus technical courses) and approved 28 course modification requests. The committee has drafted an amendment to the proposed revisions on the policy of transfer credits which will be discussed under old business today.

D. Faculty Affairs, Manley Perkel reporting:

1. Promotion & Tenure Document. The P & T document is near completion. J. Walker, of the Quadrennial Review Committee, is to meet with the Faculty Affairs Committee with regard to certain P & T issues.
2. Trustee's Award for Academic Excellence. The deadline for nominations was last Friday. The committee will review the nominations within a week or two for submission to the Board of Trustees.

E. Library. No report.

F. University Budget Review Committee, James Sayer reporting for Jeanne Ballantine:

The UBRC has met once since the last Academic Council meeting. Discussion centered on faculty/staff salaries for 1989/90. The Salary Subcommittee, chaired by James Sayer, recommended an 8% increase (6% compensation, 2% benefits). Included in the recommendation were possible ways to create savings.

The next meeting is scheduled for March 14 when the UBRC will receive a report from the Early Retirement Committee..

VI. Old Business:

A. Policy on Transfer Credits. Charles Funderburk presented the Curriculum Committee's recommended changes with a proposed revision (Attachment A).

Discussion: President Mulhollan expressed specific concern of transfer ability with community colleges. He suggested that a policy should not be passed which could allow anyone to claim that it was intended, or even by inadvertance, that transfers to Wright State University are more difficult from community colleges than transfers from other institutions with articulation policies with the University.

The policy was tabled and referred back to the Steering Committee for discussion at its meeting on Monday, March 13, with Charles Funderburk, Louis Falkner, and Rick Kaczmarek.

VII. New Business:

A. Readjustment in Constituency Representation on Academic Council. James Swaney, Chair, Calendar & Elections Committee discussed the suggested readjustment of constituency representation. (Attachment A, March 7, 1989, Academic Council Agenda)

A motion was made, seconded, and approved to suspend the rules in order to consider the above recommendation.

A motion was made and seconded to approve the Calendar & Elections Committee's suggested readjustment of constituency representation by making Liberal Arts one constituency by combining Humanities and Social Sciences, reducing Liberal Art's representatives from five to four, and increasing Engineering & Computer Science's representatives to two. (Attachment A, March 7, 1989, AC Agenda)

Discussion: M. Sirkin proposed that the Quadrennial Review Committee consider a modification to the bylaws, Article III, Sections 3 and 4, to delete the ceiling of twenty elected faculty on Academic Council (Attachment B).

Question called. The motion was approved by a voice vote.

B. Quadrennial Review Committee - Draft of Final Report.

A motion was made and seconded for approval of the draft report of the Quadrennial Review Committee (Attachment B, March 7, 1989, AC Agenda). This will be discussed under old business at the April Academic Council meeting.

VIII. Announcements and Special Reports:

A. Call for Candidates for Faculty Vice-President. A. Smith announced that the Steering Committee will nominate candidates for faculty vice-president at their next meeting. He encouraged the faculty to submit nominations.

B. Enrollment Management. Lillie Howard reported on the activities of the Enrollment Management Taskforce.

1. The committee is reviewing what happens to student from admission to graduation. Admission of new freshmen last fall was up 14%. This strained our resources in such areas as general education courses and the University Division. Other areas may have extra resources, but it is very difficult to move resources.
2. The scholarship program has been enlarged and is focusing on high caliber students.
3. The committee has asked the University Division to improve the freshmen experience and work on a policy of retention.
4. The committee is reviewing the eighth week drop date. The faculty has been asked to participate in the study.
5. There is a study of a midterm intervention for freshmen whereby those students could be helped before they are in academic difficulty.
6. The colleges have been asked to review their academic advising procedures. The committee is recommending that a university model of academic advising be developed.
7. The Minority Affairs Council is looking into the problems that minority students encounter. The University is aware that it has less minority students now than five years ago. The committee is looking into what their problems are and is attempting to make recommendations to ameliorate the situation.

It is important that the faculty talk about these issues among themselves. This will clarify the situation and perhaps lead to a solution.

- C. April Academic Council Meeting. The next Academic Council meeting is Monday, April 3, 1989, 3:10 p.m., 155 A, B, & C. University Center.

IX. Adjournment: The meeting was adjourned at 5:15 p.m.

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